## Department of Commerce October/November 2000 Updates to Chief Financial Officer Guidance for Fiscal Years 2000/2001 Table of Contents

<u>Attachment</u>	<u>Description</u>	Page
<b>A.</b>	Update to Annual Financial Statements.	A-1
В.	<ul> <li>Update to Intra-Commerce Transactions Reporting/Reconciliation</li> <li>Exhibit 1: Revised Commonly Used Proprietary SGL Accounts</li> <li>Exhibit 2: Revised Document Types for Intra-Commerce Transaction Detail Reports</li> <li>Exhibit 3: Revised Contacts List for NIST-Financial Services Group and OFM</li> </ul>	B-1 B-2 B-3 B-11
C.	<ul> <li>Update to Intra-governmental Transactions Reporting/Reconciliation.</li> <li>Exhibit 1: Revised Commonly Used Proprietary SGL Accounts.</li> <li>Exhibit 2: Common Reciprocal Proprietary SGL Accounts.</li> <li>Exhibit 3: Sample Fourth Quarter Intra-governmental Transaction Detail Report for Providing Bureau Transactions.</li> <li>Exhibit 4: Sample Fourth Quarter Intra-governmental Transaction Summary Report</li> <li>Exhibit 5: Reporting Entities' Confirmation Form for Balances with OPM.</li> </ul>	C-1 C-5 C-6 C-11 C-12 C-13
D.	Update to Accountability Report	<b>D-1</b>
E.	<ul> <li>Standard General Ledger (SGL).</li> <li>New/Revised SGL Account Numbers for FY 2000.</li> <li>New/Revised SGL Account Numbers for FY 2001.</li> </ul>	E-1 E-2 E-4
F.	Revised Management's Responsibilities Related to Litigation, Claims, and Assessments  • Exhibit 1: Guidance on the Management Representation Letter Process	F-1 F-4 F-6 F-8 F-12 F-13
G.	Calendar for the FY 2000 Audit/Reporting Cycle	G-1
Н.	<ul> <li>Revised Federal Agencies' Centralized Trial Balance System I (FACTS I)</li> <li>Exhibit 1: Master Appropriation File</li> <li>Exhibit 2: FY 2000 Bureau ATBs – Required Format and Instructions</li> <li>Exhibit 3: FY 2001 Bureau ATBs – Required Format and Instructions</li> <li>Exhibit 4: Bureau Information Required to Prepare the Department's NOTES</li> <li>Exhibit 5: Required Format/Sample Bureau Account Grouping Worksheets for FY 2000/2001</li> </ul>	H -1 H-10 H-12 H-13 H-15